



Linke Resources, LLC

Linking talent, strategy and solutions

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On behalf of our client, Chimes,
Linke Resources is conducting a search for their

State of Delaware Division Director



Mission

The mission of Chimes is to help people with disabilities engage more fully in life's opportunities, to provide employment and training opportunities for people with disabilities, and to support and promote the overall health and well-being of people by helping them understand, manage and overcome problems.

Vision

Chimes vision is for all people to be able to live empowered and enriched lives, to the best of their ability.

Values

- *Commitment:* Committed to excellence in all we do and are passionate about our work and the people served.
- *Respect:* We accept personal differences, treat others with dignity, and demonstrate consideration for the opinions and needs of others.
- *Integrity:* We are dedicated to the highest standards of professional conduct and transparency.
- *Prudence:* We exercise sound judgment and take responsibility for our actions.

Position Overview

The Division Director is responsible for leading the intellectual disabilities and behavioral health programs and services in the State of Delaware. The Division Director plans, coordinates, and monitors programs and fiscal operations to ensure efficient and effective service delivery. The Division Director maintains and improves service systems and practices, promoting the Agency's mission and ensures quality service delivery.

Position Responsibilities

1. Provides leadership and promotes a shared vision for the pursuit of quality, excellence and innovation.
2. Provides regular direction, support, and technical assistance to a professional team who is responsible for effective and efficient daily program operations.
3. Ensures operations and programs are in compliance with all applicable laws, regulations and accreditation requirements.
4. Reviews performance metrics on a regular basis and ensures.
5. Ensures adherence to Agency policies and procedures and participates in development and/or revision to same.
6. Leads the development and implementation for the Quality Assurance Plan.
7. Develops, monitors, and implements tools to assess customer.
8. Develops, implements, and manages annual budget.

9. Develops, implements, and monitors expenditure plans relative to physical plant and furnishings and ensures sites meet health and safety standards.
10. Ensures resources are allocated efficiently and effectively for program operations.
11. Leads, implements, and monitors strategic plan activities.
12. Assists in the recruitment of staff.
13. Develops, revises, and approves job descriptions for direct reports and select staff.
14. Promotes the professional development of staff and ensures compliance with regulatory and Agency training requirements.
15. Participates in mentoring programs and oversees professional development plans to increase leadership capacity within the organization.
16. Promotes positive public relations with other public and private organizations, funders, regulators, families, and the general public

REQUIREMENTS

EDUCATION: Master's degree from an accredited college or university in a field related to human services; course work or professional training in the area of business administration

EXPERIENCE: Ten years of experience at the executive or senior level operating programs serving people with intellectual disabilities and behavioral health needs.

Linke Resources has been retained to conduct this search. To apply, email resume and cover letter to Dr. George P. Linke, Jr., at gplj@linkeresources.com

For additional information, contact:

Dr. George P. Linke, Jr.

Linke Resources, LLC

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Chimes is an Equal Opportunity Employer (EOE)

Linke Resources is a search firm with an expertise in nonprofit executive search and outsourced recruitment across a variety of sectors, including behavioral and traditional healthcare, developmental disabilities, long-term care, and education.

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